

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, September 8, 2014**

MINUTES

1. Call to order

The September 8, 2014 regular meeting of the Village Board of Trustees was called to order at 6:30 p.m. by Village President Diane Wiedenbeck.

2. Determination of quorum and that the agenda was properly posted.

It was determined that a quorum of members was present and that the agenda had been properly posted. Roll call was taken. Village Board members present were: Jack Henrich, Ed Lemay, Rebecca Ninke, Jennifer Pickel, Harvey Potter, Dave Wallace and Village President Diane Wiedenbeck. Staff present were: Clerk Treasurer Deb Winter, Administrator Matt Giese, Chief of Police Chris Hughes, Village Planner Erin Ruth and Village Attorney Leighton Boushea. There were 2 citizens in attendance along with 5 members of the Village Police Department.

3. Pledge of Allegiance.

4. PUBLIC APPEARANCES – *Public's opportunity to speak about any subject that is not a specific agenda item.*

None

5. PUBLIC HEARING 6:35 P.M. A PUBLIC HEARING will be held to gather input from interested persons regarding the re-adoption of the Village of Cottage Grove Floodplain Ordinance (Ch. 183 of the Village Ordinance), and associated maps prepared by the Federal Emergency Management Agency (FEMA).

President Wiedenbeck opened the Public Hearing at 6:35 p.m. Boushea gave a history of the required process of Floodplain review. Wallace asked what happens when a parcel is now included in a Floodplain that was not included before. Boushea responded that you now have to go through a petitioning process. If the parcel is now in the floodplain, it is difficult to get flood insurance and to be able to build on the parcel. Ruth added that there were only a few adjustments to property in the Village of Cottage Grove.

6. CLOSE PUBLIC HEARING

President Wiedenbeck closed the Public Hearing at 6:40 p.m.

7. Discuss and consider Ordinance 07-2014, An Ordinance Revising and Readopting Chapter 183 Floodplain Ordinance for the Code of the Village of Cottage Grove.

Motion by Ninke to approve Ordinance 07-2014, An Ordinance Revising and Readopting Chapter 183 Floodplain Ordinance for the Code of the Village of Cottage Grove, seconded by Potter. **Motion** carried with a unanimous voice vote of 7-0-0.

8. Discuss and consider the minutes of the Village Board meeting on August 18, 2014.

Motion by Lemay to approve the minutes of the Village Board meeting on August 18, 2014 as read, seconded by Potter. **Motion** carried with a voice vote of 6-0-1 with Pickel abstaining.

9. Presentations to the Board

None

10. Unfinished Business

a. Discuss and consider implementation of organizational and operational related recommendations, actions outlined in "Village of Cottage Grove Police Department Operational and Dissolution Evaluation" report.

Motion by Henrich to approve implementation of organizational and operational related recommendations, actions outlined in "Village of Cottage Grove Police Department Operational and Dissolution Evaluation" report with the employment of 10 sworn Officers, seconded by Lemay. Some discussion ensued with Boushea stating that it is important to understand that not

everything in the study will be implemented, and some items will take time. Potter stated that he felt the study was very thorough and brought light to many things he was unaware of. Officer O'Dell read a statement of support representing the Union personnel. Giese stated that an approval decision allows us to start working on dissolution of assets, the build out of a new building, development of a new Police Commission and the start of discussion on a new union contract. Pickel added that she would like to thank everybody that has been involved in this study and also to the Officers, thank you for your patience. **Motion** carried with a unanimous voice vote of 7-0-0.

11. New Business

a. Discuss and consider new operator license for:

i. Diana Chang; Stop N' Go – Cottage Grove Road

ii. John Morton; Stop N' Go – Windsor St.

Motion by Lemay to approve operator licenses for both applicants above, seconded by Ninke. **Motion** carried with a voice vote of 6-0-1 with Potter abstaining.

12. Reports from Village Boards, Commissions & Committees

a. Deer-Grove EMS Commission

Lemay reported that they have reached an agreement to purchase the turn out gear. EMS will take out a loan and the municipalities will pay them back in the form that works best for each municipality. They have sent out RFPs for ambulance billing services.

b. Emergency Government Committee

Lemay reported that the next meeting will be held on October 1, 2014. We have a dry run event on October 4, 2014 at 10:00am at the Emergency Services Building. We have finalized our standard operating guidelines. Wiedenbeck is getting the NIMs training and contact list updated. We will need a new computer tower for Emergency Government, so there will be \$750.00 in next years' budget for that.

c. Joint Fire Department Committee

Lemay reported that the next meeting will be held on September 29, 2014. Calls are down some. There will be an audit done for 2013, mainly to report on the 2% dues income and verify where the monies are being spent. DaneCom is still on hold. The Committee is receiving \$3,000 for a new trophy case from the EMS Association.

i. Discuss and consider Emergency Services Building Parking Lot Agreement.

Boushea started discussion by asking if the \$14,000 budgeted is enough to cover the cost of this project to which the answer was no, but the estimate is under \$25,000. There was some confusion on if what has been received is truly a bid or just a quote. The question was then asked where the remaining funds were coming from, to which the response was the 2015 budget. The main question was why there is a \$10,000 fine for breach of agreement when the whole project is less than \$25,000. Boushea requested to table this agenda item until the attorneys can discuss in more detail. **Motion** by Pickel to table the Emergency Services Building Parking Lot Agreement until the next regularly scheduled meeting, seconded by Potter. **Motion** carried with a unanimous voice vote of 7-0-0.

d. Law Enforcement Committee

Henrich reported that the next meeting will be held on September 23, 2014.

e. Parks, Recreation & Forestry Committee

Pickel reported that the committee has been busy with the master plan for Bakken Park. They are working on more parking, a skate park and baseball/softball fields. We are still working on Thaden Park and working with T-Squared associates on parking options. Parks and Rec have added two new programs this fall – archery and young Rembrandts. The committee also started looking at the 2015 budget.

f. Public Relations Committee

Lemay reported that the next meeting will be held on October 15, 2014. The Cable Coordinator is in the process of procuring and installing equipment updates. The committee discussed becoming a member of Wisconsin Communication Media which allows municipalities to share media. We will also be requesting ratings on the number of viewers of our cable channel from Charter Communications.

g. Public Works Committee

Wiedenbeck reported that there is brush pickup this week. The committee also discussed the 2015 budget and will finalize it at the next meeting.

i. Discuss and consider installation of a “No U-Turn Sign” at the island drive thru access for 2759 CTH BB.

Wiedenbeck reported that the Public Works Committee approved the installation of a “No U-Turn Sign” given that the location is in the Village’s jurisdiction. **Motion** by Potter to approve the installation of a “No U-Turn Sign” at the island drive thru access for 2759 CTH BB pending a decision from the Dane County Highway and Transportation Department, seconded by Lemay. **Motion** carried with a unanimous voice vote of 7-0-0.

13. Reports from Village Officers:

a. Jack Henrich

Thank you to all of the Police Officers for sticking with us as we wade through all the decision making process.

b. Ed Lemay

I would like to also thank the Officers the same as Jack stated.

c. Rebecca Ninke

I would like to see the Election Day voting times and early voting schedule added to our website.

d. Jennifer Pickel

I had the pleasure of speaking to the teachers on the first day of school. We have 51 new teachers this year. It was an awesome thing.

e. Harvey Potter

I attended the Flynn Hall meeting a week or so ago. The Village shares in the cost of Flynn Hall. They agreed to increase the expense for each participating group up to \$2,500. There was talk of needing a new front door and a roof over the back entrance along with a new furnace down the road. Boushea commented that staff has discussed this and is asking the question of why the Village is paying for the upkeep of the building, since we rarely use it.

f. Dave Wallace

We have been starting our meetings off with tours of both the new water tower and well #4. The next meeting will be held on September 10, 2014.

g. Diane Wiedenbeck

I viewed the new water tower on our way back from Door County and it is quite beautiful especially from a distance.

h. Attorney Lee Boushea

No Report

i. Administrator Matt Giese

I received an email from Dane County accepting our proposal to correct the stormwater issue allegation.

14. Communications and Miscellaneous Business

a. Consider approval of vouchers

Motion by Lemay to approve the Village portion of the vouchers in the amount of \$45,550.29, seconded by Wiedenbeck. The check sequence goes from check #37681 to #37753 with check #37689 voided. **Motion** carried with a unanimous voice vote of 7-0-0.

b. Correspondence

None

c. Future agenda items

Implementation of Police Organization. Phoebe Bakken and Thaden Master Plans, Bow and Arrow Ordinance, ESOB Parking Lot Agreement.

- 15. Closed Session – The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; Administrator’s evaluation process and pursuant to Wisconsin State Statute §19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved; enforcement of contractual obligations involving STC Towers, Inc.; provide status update, discuss various legal matters relating to Larue Fields vs. Village of Cottage Grove 13-CV-125P; negotiate terms for potential development in TID #5 and pursuant to Wisconsin State Statute §19.85(1)(e) deliberating or negotiating the purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session; consider proposed terms and conditions for letter of intent/offer to purchase 200-240 Progress Drive and adjacent properties.**

Motion by Wiedenbeck to enter into closed session at 7:25 p.m., seconded by Pickel. **Motion** carried with a roll call vote of 7-0-0. Rebecca Ninke left the meeting at 9:30 p.m.

- 16. Reconvene into open session and possible consideration of any closed session items.**

Motion by Potter to reconvene into open session at 9:40 p.m., seconded by Pickel. **Motion** carried with a roll call vote of 7-0-0.

- 17. Discuss and consider Letter of Intent/Offer to Purchase 200-240 Progress Drive.**

Motion by Potter to approve the Letter of Intent/Offer to Purchase 200-240 Progress Drive, seconded by Pickel. **Motion** carried with a voice vote of 6-0-0.

- 18. Adjournment**

Motion by Potter to adjourn at 9:45 p.m., seconded by Henrich. **Motion** carried with a voice vote of 6-0-0.

**Respectfully Submitted,
Deb Winter, Clerk Treasurer
Village of Cottage Grove
Approved: September 22, 2014**

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.